



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Sheriff  
Department No.: 032  
For Agenda Of: 12/19/2006  
Placement: Administrative  
Estimate Time:  
Continued Item: NO  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director(s) Jim Anderson, Sheriff 4290  
Contact Info: R.LeGault, Lieutenant 4280  
**SUBJECT: Request to add ten (10) Deputy Sheriff Trainee, five (5) Custody Deputy and one (1) Polygraph Examiner positions**

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**County Counsel Concurrence:**

As to form:  Yes  No  N/A

**Auditor-Controller Concurrence:**

As to form:  Yes  No  N/A

**Other Concurrence:** N/A

As to form:  Yes  No  N/A

**Recommended Action(s):**

Adopt a Personnel Resolution effective January 1, 2007 to  
Add ten (10 FTE) Deputy Sheriff Trainee, (Class 6904-6905; Range 5572-5972; \$3,907- \$5,822),  
Add five (5.0 FTE) Custody Deputy (Class 2105 ; Range 5502; \$3773- \$4606),  
Add one (1.0 FTE) Polygraph Examiner (Class 6045; Range 6142 \$5,191- \$6,338), and  
Delete one (1.0 FTE) Sheriff's Record Specialist Trainee/Record Specialist (Class 6921-6922; Range 4376-4545 \$2,151 - \$2,859).

Adopt a Personnel Resolution effective July 2, 2007 to  
Delete ten (10 FTE) Deputy Sheriff Trainee, (Class 6904-6905; Range 5572-5972; \$3,907- \$5,822) and  
Delete five (5.0 FTE) Custody Deputy (Class 2105 ; Range 5502; \$3773- \$4606).

**Summary:**

The recommended actions are arranged so that the increase in positions is temporary and are created to facilitate the recruiting activities of the department. This recommended action will not result in a permanent increase of positions for the Sheriff's Department.

We currently have ten vacancies in the Deputy Sheriff Trainee class but anticipate filling them by January 2, 2007 with the hiring of ten Deputy Sheriff Trainees. We also have seven more trainees ready to be hired January 2, 2007 to start the pre-academy that same week.

We are quickly approaching the filling of all available Custody Deputy positions. We currently have three vacant positions. We anticipate hiring three or four Custody Deputies by January 2, 2007 and

Request **to add ten (10) Deputy Sheriff Trainee, five (5) Custody Deputy and one (1) Polygraph Examiner positions**

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would like to hire several more by January 2, 2007 to take advantage of the Custody Deputy Academy starting January 8, 2007.

To assist in our efforts to fill current vacancies we have used an extra-help Polygraph Examiner. In order to keep up with the anticipated increase demands of hiring for the next several years we will need to use the current extra-help Polygraph Examiner on full time basis.

**Background:**

It takes approximately one year to hire and train a Deputy Sheriff. We have doubled our recruiting and hiring efforts and streamlined the hiring process this past year in an effort to fill our current vacancies.

We are anticipating numerous Deputy Sheriff Trainee and Custody Deputy class retirements within the next few years. Although it is hard to calculate exactly how many will retire during this time, we estimate between 15 and 30 in 2007 and more than 15 to 30 in both 2008 and 2009.

**Fiscal and Facilities Impacts:**

Budgeted:  Yes  No

**Fiscal Analysis:**

Cost will be incurred only when the Deputy Sheriff and Custody Deputy positions are filled with new hires. As retirements occur, the new hires will be shifted into established positions in the department. The mixture of when Deputy Trainees and Custody Deputies are hired versus the retirements or departures of existing staff is difficult to predict. The Sheriff's Department will make every effort to cover the costs of these positions within the existing FY 2006-07 operating budget.

The add-delete of the Polygrapher and Records Specialist positions will cost the department \$63,000 per year, or \$31,500 for the six months ending June 30, 2007. This cost will be absorbed by the Department's existing budget.

**Staffing Impact(s):**

**Legal Positions:**

16.0

**FTEs:**

0.0

**Special Instructions:**

**Attachments:**

**Authored by:**

Lieutenant R. LeGault ext. 4280